

## **Designation Procedure for Mandatory Complex Business Cases**

### **I. Timing**

- a. Plaintiff/third-party plaintiff: contemporaneously with the filing of a complaint or third-party complaint
- b. Defendant/other party: within 30 days of receipt of service of the pleading seeking relief from defendant or other party
- c. Intervener: contemporaneously with the filing of a motion to intervene

### **II. Contents**

- a. Basis for designation
- b. Certificate by, or on behalf of, the designating party that the civil action meets the criteria for designation as a mandatory complex business case

### **III. Where and How to Send**

- a. Clerk of Superior Court in county of venue for filing of hard copy
- b. Opposing counsel/unrepresented parties
- c. Address a single email to the Court to:
  - i. Chief Justice Mark Martin via Asst. Dir. of Admin. Office of the Courts David F. Hoke ([david.f.hoke@nccourts.org](mailto:david.f.hoke@nccourts.org)), and
  - ii. Chief Business Court Judge Louis A. Bledsoe, III via Business Court Coordinator Thomas W. Estes ([thomas.w.estes@ncbusinesscourt.net](mailto:thomas.w.estes@ncbusinesscourt.net)).
- d. To aid the Court's review of your email submission, please prepare the Notice of Designation ("NOD"), each supporting document, and any filing made in the case to date as a separate PDF file.
  - i. Save each PDF with a document-descriptive file name, which includes the date of filing.
  - ii. To the extent practicable avoid multiple emails by sending your NOD as a single email. If your attachments exceed 40 MB, please share them via cloud storage link, like Dropbox or Google Drive.
  - iii. Include an index to your NOD submission.

### **IV. Filing fee:** Upon assignment of the case to a Business Court judge, a filing fee of \$1,100 must be paid to the Clerk of Superior Court in the county of venue.